



DEFENSE INTELLIGENCE AGENCY

WASHINGTON, D.C. 20340-5100



APR 23 2013

U-13-4500/FAC2A1 (FOIA)

Ms. Mara Berg
MuckRock News
DEPT MR 4957
P.O. Box 55819
Boston, MA 02205-5819

Dear Ms. Berg:

This is an interim response to your April 12, 2013 Freedom of Information Act (FOIA) request for all *documents or memos regarding guidelines for appropriate office apparel*. We received your request on April 15, 2013 and assigned it case number 0230-2013. Please use this number in all future correspondence with us about this matter.

We will be unable to respond to your request within the FOIA's 20 day statutory time period due to unusual circumstances. These unusual circumstances could be: (a) the need to search for and collect records from a facility geographically separated from this office; (b) the potential volume of records responsive to your request; and (c) the need for consultation with one or more other agencies which have substantial interest in either the determination or the subject matter of the records. For these reasons, your request has been placed in our queue and will be worked in the order the request was received. Our current administrative workload is in excess of 1,139 requests.

We regret that there is currently a substantial delay in processing requests and solicit your patience and understanding. We assure you that we will process your request as soon as possible. If you have any questions, please contact the DIA FOIA Requester Service Center at 301-394-5587.

Sincerely,

Alesia Y. Williams
Chief, Freedom of Information Act Staff